



Section 6-19 of the City Code established a Cemetery Perpetual Maintenance Trust Fund for the City Cemetery on Ivy Lane. This fund receives proceeds (after deduction of expenses) from the sale of lots at the City Cemetery and any cemetery related contributions or donations.

The City Code provides that interest earned in this fund may be appropriated to defray cemetery maintenance and improvement costs, while all other monies in the fund may only be utilized for investment purposes and the repurchase of cemetery lots.

BUDGET COMMENTS

1) No expenses or transfers are proposed for FY 2021.

CEMETERY FUND Fund 104	FY 2018 Actual Trans.	FY 2019 Actual Trans.	FY 2020 Adopted Budget	FY 2020 Estimated Trans.	FY 2021 Proposed Budget	FY 2021 Adopted Budget
BALANCE AS OF JULY 1	<u>\$87,410</u>	<u>\$89,455</u>	<u>\$91,255</u>	<u>\$91,048</u>	<u>\$91,348</u>	
REVENUES						
470000 Interest	\$845	\$1,593	\$1,200	\$1,200	\$1,500	
480000 Other - Service Fees	1,200	0	1,000	(900)	600	
TOTAL REVENUES	<u>\$2,045</u>	<u>\$1,593</u>	<u>\$2,200</u>	<u>\$300</u>	<u>\$2,100</u>	<u>\$0</u>
EXPENDITURES						
490000 Interfund Transfer - General Fund	\$0	\$0	\$0	\$0	\$0	
TOTAL EXPENDITURES	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
BALANCE AS OF JUNE 30	\$89,455	\$91,048	\$93,455	\$91,348	\$93,448	\$0

This fund accounts for the payment of the principal and interest on the city's outstanding debt. Section 55 of the City Charter places a four percent limit (4%) of the assessed valuation for real estate for the amount of bonds that may be issued by the city. The city's assessed valuation as of July 1, 2020 will be \$2.4 billion. Therefore, the debt limit in FY 2021 is \$97.1 million. At the beginning of FY 2021, the city's estimated outstanding debt will be approximately \$12 million or 0.49% of the city's assessed valuation.

In FY 2021, the city's debt portfolio consists of four borrowings: (1) the 2001 Bond Issue and (2) the financing of an unfunded liability for Maryland State Retirement initiated in FY 2016, (3) the Tax Increment Financing (TIF) for the Greenbelt Station neighborhood, which was incurred in 2019, and (4) the Greenbelt Lake Dam reconstruction, which was incurred in April 2020.

The TIF debt must be fully funded by one-half of the real estate tax revenue from residential property in Greenbelt Station. For FY 2021, the State Department of Assessments and Taxation has certified that the assessments attributable to the Greenbelt TIF are \$257,054,342 or \$2,127,124 in real estate tax revenue. Therefore, the \$452,000 budgeted for the TIF in FY 2021 is considerably lower than 50% of the TIF revenue or \$1 million. The interest rate for the TIF is 3.24%.

The borrowing approved by referendum for the Greenbelt Lake Dam was finalized in April 2020. The FY 2020 expenditure shown on the next page is approximately one-half of the annual requirement to fund this debt. Therefore, the annual debt service for the lake dam will increase by approximately \$70,000 in FY 2021.

BUDGET COMMENTS

- 1) The General Fund transfer to the Debt Service Fund increases to \$1 million to accommodate the debt associated with the Greenbelt Lake Dam reconstruction project.
- 2) The fund balance in the Debt Service Fund decreases to \$5,000.

DEBT SERVICE FUND Fund 201	FY 2018 Actual Trans.	FY 2019 Actual Trans.	FY 2020 Adopted Budget	FY 2020 Estimated Trans.	FY 2021 Proposed Budget	FY 2021 Adopted Budget
TOTAL FUND BALANCE AS OF JULY 1	\$10,927	\$162,444	\$311,144	\$337,268	\$99,068	
REVENUES						
470000 Interest Investments	\$1,663	\$9,252	\$3,200	\$2,000	\$3,200	
490000 General Fund Transfer	705,000	805,000	817,000	817,000	1,030,000	
TOTAL REVENUE & FUND TRANSFERS	\$706,663	\$814,252	\$820,200	\$819,000	\$1,033,200	
EXPENDITURES						
General Obligation						
895 2001 Bond Issue						
96 Principal	\$244,604	\$251,971	\$259,500	\$259,500	\$267,400	
97 Interest	72,448	65,081	57,600	57,600	49,700	
Total	\$317,052	\$317,052	\$317,100	\$317,100	\$317,100	
897 Unfunded Liability						
96 Principal	\$101,946	\$107,483	\$113,300	\$113,300	\$119,500	
97 Interest	136,148	130,611	124,800	124,800	118,600	
Total	\$238,094	\$238,094	\$238,100	\$238,100	\$238,100	
898 Lake Dam						
96 Principal	\$0	\$0	\$43,000	\$33,500	\$80,400	
97 Interest	0	0	21,000	16,500	39,600	
Total	\$0	\$0	\$64,000	\$50,000	\$120,000	
899 Greenbelt West TIF						
34 Other Services	\$0	\$9,950	\$6,000	\$6,000	\$6,000	
96 Principal	0	45,749	225,200	244,800	252,800	
97 Interest	0	28,583	187,000	201,200	193,200	
Total	\$0	\$84,282	\$418,200	\$452,000	\$452,000	
TOTAL EXPENDITURES	\$555,146	\$639,428	\$1,037,400	\$1,057,200	\$1,127,200	
FUND BALANCE AS OF JUNE 30	\$162,444	\$337,268	\$93,944	\$99,068	\$5,068	

BOND PRINCIPAL & INTEREST PAYMENT SCHEDULE

All Debt			2001 Bond Fund (1)		MSRA Unfund Liability (2)		Greenbelt Station Tax Increment Financing (3)		Greenbelt Lake Dam Repair (4)	
FY	Principal	Interest	Principal	Interest	Principal	Interest	Principal	Interest	Principal	Interest
2021	\$729,842	\$365,850	\$268,285	\$48,767	\$119,474	\$118,620	\$252,839	\$193,150	\$89,244	\$5,313
2022	\$752,970	\$344,827	276,253	40,800	125,962	112,132	261,154	184,835	89,601	7,060
2023	\$776,960	\$320,837	284,457	32,596	132,802	105,292	269,742	176,247	89,959	6,702
2024	\$801,850	\$295,946	292,904	24,148	140,014	98,080	278,613	167,376	90,319	6,342
2025	\$827,675	\$270,121	301,602	15,450	147,618	90,476	287,775	158,214	90,680	5,981
2026	\$854,475	\$243,321	310,559	6,493	155,634	82,460	297,239	148,750	91,043	5,618
2027	\$615,156	\$218,430	52,649	193	164,087	74,007	307,013	138,976	91,407	5,254
2028	\$581,881	\$198,863			172,998	65,096	317,110	128,879	91,773	4,888
2029	\$602,071	\$178,673			182,393	55,701	327,538	118,451	92,140	4,521
2030	\$623,116	\$157,629			192,298	45,796	338,309	107,680	92,509	4,153
2031	\$645,055	\$135,690			202,741	35,353	349,435	96,554	92,879	3,783
2032	\$667,927	\$112,817			213,751	24,343	360,926	85,063	93,250	3,411
2033	\$691,777	\$88,967			225,359	12,735	372,795	73,194	93,623	3,038
2034	\$596,281	\$65,417			117,228	1,819	385,055	60,934	93,998	2,664
2035	\$492,091	\$50,560					397,717	48,272	94,374	2,288
2036	\$505,548	\$37,102					410,797	35,192	94,751	1,910
2037	\$519,436	\$23,214					424,306	21,683	95,130	1,531
2038	\$533,770	\$8,881					438,259	7,730	95,511	1,151
2039	\$95,893	\$769							95,893	769
2040	\$96,276	\$385							96,276	385
Total	\$12,010,050	\$3,118,301	\$1,786,709	\$168,447	\$2,292,359	\$921,910	\$6,076,622	\$1,951,180	1,854,360	\$76,764

(1) This is a **non-taxable** debt issuance with an interest rate of 2.93%.

(2) This is a **taxable** debt issuance with a interest rate of 5.30%

(3) This is a **non-taxable** debt issuance with an interest rate of 3.24%.

(4) This is loan has an interest rate of 0.40%.

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The Replacement Fund is for the purpose of setting funds aside annually so that at the time of scheduled replacement, adequate funds are available to replace a piece of equipment.

Prior to FY 2003, an amount equal to three (3) cents on the tax rate (\$162,900 in FY 2002) was budgeted in the General Fund budget to be transferred here. Now, a dollar amount based on need and available resources is budgeted. Funds not required to meet current obligations are invested. Interest earned is applied annually to various reserves, thereby reducing the amount of operating funds required to be contributed.

BUDGET COMMENTS

- 1) It is recommended that a Code Enforcement sedan be replaced with an electric sedan.
- 2) An aerial lift truck (\$205,000), a 4X4 pick-up truck (\$39,500) and a dump body (\$16,000) are proposed for replacement under Multi-Purpose Equipment.
- 3) It is proposed to replace Police Department ETIX printers \$18,000, and automated external defibrillators at a cost of \$13,000. ETIX printer replacement will be phased in over three years.
- 4) Under Animal Control, a small hybrid SUV is recommended for replacement.
- 5) Under Parks, it is proposed to replace a 4X4 pick-up truck (\$37,500) and a tractor (\$55,000).
- 6) It is estimated the Replacement Fund will begin Fiscal Year 2021 with a fund balance of \$763,329 and end at \$791,029. There are a number of costly vehicles and equipment items scheduled to be purchased in the next three years including dump trucks and communications equipment, so maintaining a sufficient fund balance reserve is necessary.

Items to be Purchased

Community Development

Electric Sedan (712)	\$38,000
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Multi-Purpose Equipment

4X4 Pickup Truck (113)	\$39,500
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New Dump Truck Body (126)	\$16,000
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Bucket Truck (147)	\$205,000
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Police

ETIX Printers	\$18,000
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Automated External Defibrillators	\$13,000
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Animal Control

Small Hybrid SUV (704)	\$26,300
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Parks

4X4 Pickup Truck (408)	\$37,500
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Tractor & Equipment	\$55,000
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Total Proposed Expenditures	<u>\$448,300</u>
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REPLACEMENT FUND Fund 105	FY 2018 Actual Trans.	FY 2019 Actual Trans.	FY 2020 Adopted Budget	FY 2020 Estimated Trans.	FY 2021 Proposed Budget	FY 2021 Adopted Budget
TOTAL FUND BALANCE AS OF JULY 1	<u>\$196,523</u>	<u>\$372,921</u>	<u>\$249,921</u>	<u>\$296,229</u>	<u>\$763,329</u>	
REVENUES						
470000 Interest on Investments	\$3,354	\$6,115	\$3,000	\$3,000	\$6,000	
480000 Ins./Auc. Proceeds	238,794	56,920	29,500	20,000	20,000	
480000 Payments from Other Cities	0	0	0	0	0	
490000 Interfund Transfer - General Fund	320,000	350,000	350,000	800,000	450,000	
TOTAL REVENUE & FUND TRANSFERS	<u>\$562,148</u>	<u>\$413,035</u>	<u>\$382,500</u>	<u>\$823,000</u>	<u>\$476,000</u>	<u>\$0</u>
EXPENDITURES						
91 New Equipment						
220 Community Development	\$36,941	\$38,162	\$0	\$0	\$38,000	
310 Police	0	33,708	0	0	31,000	
330 Animal Control	0	0	0	0	26,300	
410 Public Works Admin.	0	36,941	38,000	34,300	0	
420 Multi-Purpose Equipment	49,897	100,821	150,500	150,300	260,500	
445 Street Cleaning	252,290	597	0	0	0	
450 Waste Collection	0	180,174	0	0	0	
610 Recreation	0	0	24,000	34,800	0	
650 Aquatic & Fitness Center	0	20,847	0	0	0	
660 Community Center	5,162	0	0	0	0	
700 Parks	41,460	13,524	87,500	83,600	92,500	
920 Greenbelt Connection	0	64,953	0	0	0	
990 Non Departmental	0	0	0	52,900	0	
TOTAL EXPENDITURES	<u>\$385,750</u>	<u>\$489,727</u>	<u>\$300,000</u>	<u>\$355,900</u>	<u>\$448,300</u>	<u>\$0</u>
BALANCE AS OF JUNE 30	\$372,921	\$296,229	\$332,421	\$763,329	\$791,029	\$0

Veh #	Department/Item	Year Purch.	Repl. Year	Original Cost	Replace Cost	Est. FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030
Administration																
2	Dodge Grand Caravan	2017	2028	29,332	38,100	0	0	0	0	0	0	0	0	38,100	0	0
	Subtotal			29,332	38,100	0	0	0	0	0	0	0	0	38,100	0	0
Community Development																
712	Ford Focus	2009	2021	11,427	23,200	0	38,000	0	0	0	0	0	0	0	0	0
727	Chevy Bolt - Electric	2018	2029	36,941	48,000	0	0	0	0	0	0	0	0	0	48,000	0
728	Chevy Bolt - Electric	2019	2030	38,162	49,600	0	0	0	0	0	0	0	0	0	0	49,600
	Subtotal			86,530	120,800	0	38,000	0	0	0	0	0	0	0	48,000	49,600
Police Department																
	Police Radio System	2011	2022	729,700	729,700	0	0	729,700	0	0	0	0	0	0	0	0
	Voice Logging Recorder	2011	2022	22,327	22,300	0	0	22,300	0	0	0	0	0	0	0	0
	Handguns	2019	2029	33,708	40,500	0	0	0	0	0	0	0	0	0	40,500	0
	Pro-Tec Raid Vests	2015	2025	16,067	20,900	0	0	0	0	0	20,900	0	0	0	0	0
	ETIX Equipment		Var.		54,000	0	18,000	18,000	18,000	0	0	0	0	0	0	0
	TRUSPEED Laser	2014	2025	7,300	12,000	0	0	0	0	0	12,000	0	0	0	0	0
726	Ford Fusion Hybrid	2014	2025	24,577	32,000	0	0	0	0	0	32,000	0	0	0	0	0
	Live Scan	2014	2022	33,283	35,000	0	0	35,000	0	0	0	0	0	0	0	0
	Automated External Defibrillators	2014	2021	12,596	13,000	0	13,000	0	0	0	0	0	0	0	0	0
	Subtotal			879,558	959,400	0	31,000	805,000	18,000	0	64,900	0	0	0	40,500	0
Animal Control																
704	Ford Escape SUV	2008	2021	25,276	26,300	0	26,300	0	0	0	0	0	0	0	0	0
799	Ford Cargo Van w/Cage package	2002	2021	26,039	38,000	0	0	38,000	0	0	0	0	0	0	0	0
	Subtotal			51,315	64,300	0	26,300	38,000	0	0	0	0	0	0	0	0
Public Works Administration																
106	Chevy Bolt - Electric	2020	2031	34,259	44,500	34,300	0	0	0	0	0	0	0	0	0	0
104	Ford Explorer	2016	2027	25,794	33,500	0	0	0	0	0	0	0	33,500	0	0	0
105	Chevy Bolt - Electric	2019	2030	36,941	48,000	0	0	0	0	0	0	0	0	0	0	48,000
	Repeater - Channel 1 & 3	2004	2022	40,000	46,000	0	0	46,000	0	0	0	0	0	0	0	0
	Subtotal			96,994	126,000	34,300	0	46,000	0	0	0	0	33,500	0	0	48,000
Multi-Purpose Equipment																
123	Ford 550 Dump Truck	2020	2031	84,100	109,900	84,100	0	0	0	0	0	0	0	0	0	0
112	Ford Roll Back Truck	1993	2021	25,927	37,000	0	0	37,000	0	0	0	0	0	0	0	0
113	4X4 ¾ Ton Pick-up Truck	2006	2021	18,314	39,500	0	39,500	0	0	0	0	0	0	0	0	0
114	4X4 ¾ ton Pickup	2020	2031	34,085	44,300	34,100	0	0	0	0	0	0	0	0	0	0
118	Ford 4X4 F350 Crew Cab	2014	2025	30,256	39,300	0	0	0	0	0	39,300	0	0	0	0	0
120	Skid Steer Loader	2019	2030	65,063	84,600	0	0	0	0	0	0	0	0	0	0	84,600
121	Ford F250 4X4 ¾ ton Pickup	2017	2028	34,500	42,900	0	0	0	0	0	0	0	0	42,900	0	0
124	Ford F-450 Dump Truck Crew Cab	2010	2022	56,842	75,600	0	0	75,600	0	0	0	0	0	0	0	0
125	Ford 2 Ton Dump (Chassis in 06)	2006	2022	42,000	90,000	0	0	91,000	0	0	0	0	0	0	0	0
126	Ford 750 Dump	2007	2026	71,324	94,900	0	16,000	0	0	0	0	94,900	0	0	0	0

Veh #	Department/Item	Year Purch.	Repl. Year	Original Cost	Replace Cost	Est. FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030
129	Case Backhoe	2016	2031	94,900	123,400	0	0	0	0	0	0	0	0	0	0	0
128	Asphalt Roller	2007	2022	24,900	36,100	0	0	36,100	0	0	0	0	0	0	0	0
145	Case #621 Loader	2008	2023	119,313	155,100	0	0	0	155,100	0	0	0	0	0	0	0
146	2007 F550 Aerial Lift	2013	2023	40,600	52,800	0	0	0	52,800	0	0	0	0	0	0	0
147	GMC Aerial Lift	1990	2021	68,950	205,000	0	205,000	0	0	0	0	0	0	0	0	0
150	Air Compressor	2018	2038	22,106	31,000	0	0	0	0	0	0	0	0	0	0	0
155	Cargo Van	2020	2031	32,148	41,800	32,100	0	0	0	0	0	0	0	0	0	0
152	Chevy 2500 Cargo Van	2014	2025	17,118	22,300	0	0	0	0	0	22,300	0	0	0	0	0
154	Ford Transit Cargo	2018	2029	27,791	36,100	0	0	0	0	0	0	0	0	0	36,100	0
159	Ford 4X4 Pick-up	2019	2030	34,430	44,800	0	0	0	0	0	0	0	0	0	0	44,800
197	Street Sweeper - 2018 Dulevo 6000	2018	2028	69,855	90,800	0	0	0	0	0	0	0	0	90,800	0	0
	Paint Machine	2006	2020	5,000	6,500	0	0	6,500	0	0	0	0	0	0	0	0
	Concrete Sidewalk Grinder	2014	2029	10,000	14,500	0	0	0	0	0	0	0	0	0	14,500	0
	Subtotal			1,029,522	1,518,200	150,300	260,500	246,200	207,900	0	61,600	94,900	0	133,700	50,600	129,400
Waste Collection Equipment																
213	Chevy 4X4 Pickup	2017	2028	35,000	40,300	0	0	0	0	0	0	0	0	40,300	0	0
211	Polaris GEM Electric Truck	2014	2024	20,737	27,000	0	0	0	0	27,000	0	0	0	0	0	0
264	Freightliner w/25cy packer	2016	2024	145,050	179,900	0	0	0	0	179,900	0	0	0	0	0	0
263	Freightliner w/18cy Packer	2015	2023	140,428	174,100	0	0	0	174,100	0	0	0	0	0	0	0
266	Freightliner w/25cy Packer	2019	2027	176,643	229,600	0	0	0	0	0	0	0	229,600	0	0	0
	Subtotal			517,858	650,900	0	0	0	174,100	206,900	0	0	229,600	40,300	0	0
Recreation Administration																
300	Ford Escape Hybrid	2012	2023	28,700	29,000	0	0	0	29,000	0	0	0	0	0	0	0
310	Cargo Van	2020	2031	34,799	45,200	34,800	0	0	0	0	0	0	0	0	0	0
	Subtotal			63,499	74,200	34,800	0	0	29,000	0	0	0	0	0	0	0
Aquatic & Fitness Center																
	Treadmills	2013	2023	24,975	32,500	0	0	0	32,500	0	0	0	0	0	0	0
	Stationary Bikes	2019	2029	20,847	27,100	0	0	0	0	0	0	0	0	0	27,100	0
	Step/Elliptical/Rowing Machines	Var.	Var.	23,646	30,700	0	0	0	0	30,700	0	0	0	0	0	0
	Circuit Training Equipment	2016	2031	51,500	67,000	0	0	0	0	0	0	0	0	0	0	0
	Subtotal			120,968	157,300	0	0	0	32,500	30,700	0	0	0	0	27,100	0
Community Center																
	Commercial Freezer	2016	2036	5,000	6,500	0	0	0	0	0	0	0	0	0	0	0
	Commercial Refrigerator	1999	2022	10,000	14,000	0	0	14,000	0	0	0	0	0	0	0	0
	Commercial Stove	1996	2022	7,000	9,800	0	0	9,800	0	0	0	0	0	0	0	0
	Commercial Convection Oven	2003	2023	7,901	11,000	0	0	0	11,000	0	0	0	0	0	0	0
	Stage Lighting	2006	2026	10,000	15,000	0	0	0	0	0	0	15,000	0	0	0	0
	Subtotal			39,901	56,300	0	0	23,800	11,000	0	0	15,000	0	0	0	0
Park Equipment																
401	4X4 Pickup Truck	2020	2031	34,085	44,300	34,100	0	0	0	0	0	0	0	0	0	0
409	Ford F 250 4X4 Pickup	2015	2026	28,100	36,500	0	0	0	0	0	0	36,500	0	0	0	0
405	Ford F-150 Pickup	2013	2024	15,100	20,100	0	0	0	0	20,100	0	0	0	0	0	0

<u>Veh #</u>	<u>Department/Item</u>	<u>Year Purch.</u>	<u>Repl. Year</u>	<u>Original Cost</u>	<u>Replace Cost</u>	<u>Est. FY 2020</u>	<u>FY 2021</u>	<u>FY 2022</u>	<u>FY 2023</u>	<u>FY 2024</u>	<u>FY 2025</u>	<u>FY 2026</u>	<u>FY 2027</u>	<u>FY 2028</u>	<u>FY 2029</u>	<u>FY 2030</u>
407	Ford 1½-Ton Dump Truck	2006	2022	46,699	63,900	0	0	63,900	0	0	0	0	0	0	0	0
408	Ford F-250 4X4 ¾-Ton Pickup	2008	2021	27,747	37,500	0	37,500	0	0	0	0	0	0	0	0	0
458	Ford F250 4X4 Pickup	2017	2028	33,700	42,900	0	0	0	0	0	0	0	0	42,900	0	0
402	Ford F250 4X4 Pickup	2016	2027	25,509	33,200	0	0	0	0	0	0	0	33,200	0	0	0
426	Ford Custom Cab	2005	2022	50,257	63,400	0	0	63,400	0	0	0	0	0	0	0	0
470	Kubota L2850 Tractor/backhoe	2016	2036	29,959	38,900	0	0	0	0	0	0	0	0	0	0	0
459	Ford 550 Dump	2017	2028	70,000	104,000	0	0	0	0	0	0	0	0	104,000	0	0
436	John Deere 3320 Tractor	2007	2027	14,624	23,400	0	0	0	0	0	0	0	23,400	0	0	0
471	Kubota 3060 Front Cut Mower	2016	2036	26,850	34,900	0	0	0	0	0	0	0	0	0	0	0
440	Bobcat Skid-Steer Loader	2006	2022	14,200	18,500	0	0	18,500	0	0	0	0	0	0	0	0
443	Kubota ZD331 Zero Turn Mower	2014	2025	13,409	17,400	0	0	0	0	17,400	0	0	0	0	0	0
448	Tag-A-Long Trailer	1985	2022	2,799	5,000	0	0	5,000	0	0	0	0	0	0	0	0
460	Leaf Vacuum	2018	2029	41,460	56,900	0	0	0	0	0	0	0	0	0	56,900	0
468	Wood Chuck Chipper	2020	2031	49,531	64,400	49,500	0	0	0	0	0	0	0	0	0	0
464	Kubota Big Tractor M8210 w/attach	1998	2021	36,063	55,000	0	55,000	0	0	0	0	0	0	0	0	0
465	Ford Stake Body (Body in 14)	2001	2021	43,592	58,400	0	0	0	58,400	0	0	0	0	0	0	0
466	Premier Trailer	2001	2021	5,000	5,000	0	0	5,000	0	0	0	0	0	0	0	0
469	Ford 750 2-Ton Dump (Body in 19)	2009	2024	70,496	93,800	0	0	0	0	93,800	0	0	0	0	0	0
	Deep Tine Aerator	2007	2022	15,500	22,500	0	0	22,500	0	0	0	0	0	0	0	0
	Stump Grinder	2014	2024	7,000	9,300	0	0	0	0	9,300	0	0	0	0	0	0
	Subtotal			696,680	949,200	83,600	92,500	178,300	58,400	123,200	17,400	36,500	56,600	146,900	56,900	0
	Intra-City Bus Service															
504	Lift Equipped Van	2019	2029	64,953	84,400	0	0	0	0	0	0	0	0	0	84,400	0
	Subtotal			64,953	84,400	0	0	0	0	0	0	0	0	0	84,400	0
	Non Departmental															
	Telephone Equipment	2020	2030	52,900	100,000	52,900	0	0	0	0	0	0	0	0	0	100,000
	Subtotal			52,900	100,000	52,900	0	0	0	0	0	0	0	0	0	100,000
	GRAND TOTAL			\$3,730,010	\$4,899,100	\$355,900	\$448,300	\$1,337,300	\$530,900	\$360,800	\$143,900	\$146,400	\$319,700	\$359,000	\$307,500	\$327,000
	Annual Revenues Required (11 Year Avg. Lifespan)			\$428,080												

OTHER FUNDS

This fund was established in FY 2001 to set aside funds for specific purposes. Funds set aside by the City Council or mandated to be accounted for separately will often be collected in one fiscal year with the related costs of the program expended over several subsequent years.

The largest on-going revenue designation in this fund is the city's set aside from Comcast and Verizon. The city receives funds from a three percent (3%) franchise fee for Public, Education and Government (PEG) access.

BUDGET COMMENTS

- 1) The \$80,000 in Information Technology, line 145, is to replace computers (\$25,000) and servers (\$10,000), continue implementation of document management solution with streamlined workflow (\$10,000), determine best way to provide devices to Planning Department Inspectors working in the field (\$5,000) and video camera upgrades (\$30,000).
- 2) The expenses in Community Promotion Equipment, line 190, are to replace audio/visual equipment as determined by the Public Information & Communications Coordinator.
- 3) The expenses in Police, line 310, are for the rental of eleven police vehicles for the drug task force (\$82,500). The cost of this program is offset by a federal grant (revenue account 441112). Additional funding may become available to fund Police Department capital improvement projects.
- 4) Transfers of \$5,000 in FY 2020 and FY 2021 are available to support future art restoration projects.
- 5) The city receives monies from cable franchises for the use of the public right-of-way. The city contributes two-thirds of the Public, Education and Government Access fees to Greenbelt Access Television, Inc. (GATe). The remaining third provides funding for IT and Community Promotion projects.

SPECIAL PROJECTS FUND Fund 101	FY 2018 Actual Trans.	FY 2019 Actual Trans.	FY 2020 Adopted Budget	FY 2020 Estimated Trans.	FY 2021 Proposed Budget	FY 2021 Adopted Budget
TOTAL FUND BALANCE AS OF JULY 1	<u>\$671,713</u>	<u>\$462,571</u>	<u>\$432,771</u>	<u>\$455,598</u>	<u>\$1,025,298</u>	
REVENUES						
433401 Cable TV Franchise Fee	\$248,520	\$247,129	\$234,000	\$232,800	\$231,000	
441112 Federal Grants	82,500	78,993	82,500	82,500	82,500	
470000 Interest on Investments	6,500	7,354	9,000	7,500	6,500	
460111 Drug Forfeitures	0	0	0	0	0	
460201 Red Light Camera Delinquent	0	0	0	519,600	0	
460301 Del. Speed Camera Fines	18,000	18,000	18,000	18,000	18,000	
480499 Spay Neuter Grant	0	0	0	0	0	
480499 Miscellaneous	47,548	0	0	0	0	
490000 Interfund Transfers:						
Economic Development	0	52,000	25,000	77,000	25,000	
Public Safety	0	0	0	50,000	0	
Recreation - Public Art	0	5,000	5,000	5,000	5,000	
TOTAL REVENUES	<u>\$403,068</u>	<u>\$408,476</u>	<u>\$373,500</u>	<u>\$992,400</u>	<u>\$368,000</u>	<u>\$0</u>
EXPENDITURES						
125 Economic Development	\$0	\$0	\$0	\$0	\$0	
145 Information Technology	137,827	102,055	80,000	80,000	80,000	
190 Comm. Promo. Equipment	151,169	21,803	20,000	20,000	20,000	
190 Comm. Promo. Public Access	0	0	40,000	40,000	0	
310 Police	114,491	78,993	82,500	82,500	82,500	
330 Animal Control	(135)	0	0	0	0	
510 CARES	8,176	1,245	0	0	0	
685 Arts	0	0	0	5,000	5,000	
999 Transfer to General Fund	35,000	46,600	45,000	45,000	0	
999 Payment to GATe	165,681	164,753	155,800	155,200	154,000	
TOTAL EXPENDITURES	<u>\$612,210</u>	<u>\$415,449</u>	<u>\$423,300</u>	<u>\$427,700</u>	<u>\$341,500</u>	<u>\$0</u>
TOTAL FUND BALANCE AS OF JUNE 30	<u>\$462,571</u>	<u>\$455,598</u>	<u>\$382,971</u>	<u>\$1,020,298</u>	<u>\$1,051,798</u>	<u>\$0</u>
FUND BALANCE DESIGNATIONS						
Cable TV - funds available for IT infrastructure	\$253,043	\$164,961	\$236,100	\$57,561	\$34,561	
Public Safety	53,649	71,649	86,640	139,649	157,649	
Barnett Trust	87,449	86,204	42,362	86,204	86,204	
Economic Development Revolving Fund	0	52,000	0	129,000	154,000	
Recreation	0	0	0	0	0	
Arts Restoration & Acquisition	0	5,000	5,000	10,000	10,000	
Undesignated	68,430	75,784	33,511	602,884	609,384	
TOTAL	<u>\$462,571</u>	<u>\$455,598</u>	<u>\$403,613</u>	<u>\$1,025,298</u>	<u>\$1,051,798</u>	

An agency fund is used to account for assets of outside parties or assets held in escrow. Agency funds do not report operations as governmental funds (i.e. General Fund), only additions and deductions. The assets are not owned or controlled by the city, though the city maintains a fiduciary responsibility over the assets.

The city maintains one agency fund with distinct classifications. The classifications range from donations to individuals who require assistance to assets that were seized during criminal investigations.

1. The Recreation Department receives contributions from various sources. The monetary donations are used to support camp scholarships, special events and other designated programs as specified by the donor. Monies are transferred to the General Fund to offset the program as appropriate.
2. Donations are made by clients to Greenbelt CARES Youth and Family Services Bureau. These funds do not get regularly used and have been transferred to the Emergency Assistance Fund in FY 2016.
3. The Good Samaritan Fund provides financial assistance to out-of-town persons stranded in Greenbelt and low-income individuals in need of a few dollars to purchase gas or groceries. This program receives its funding from the churches in Greenbelt and other civic associations.
4. An Emergency Assistance Fund has been established to accept and disburse donations received to assist Greenbelt residents to pay rent to avoid possible eviction. Approximately a dozen individuals receive assistance from these funds each fiscal year.
5. People contribute to the Adopt-A-Tree Program for the purpose of allowing the city to identify a location for a tree. This balance is the amount of funds available to the city, when needed.
6. A program started in FY 2001 is the Adopt-A-Bench Program. This program is similar to the Adopt-A-Tree program, but enables people to dedicate benches throughout the city.
7. Confiscated funds obtained from arrests made by the Greenbelt Police Department are deposited here. When final disposition is determined, the funds are either returned to the individual (if the charges are dropped or the individual declared innocent in court), or the monies are transferred to the City's Special Projects Fund to be used for public safety. The assets generally are held for two to three years while a determination is made by the court system.
8. Contributions were made to the Advisory Committee on Education (ACE). These monies fund ACE initiatives such as its scholarship fund.
9. A CARES - Green Ridge House pet assistance program was created via a grant to help fund veterinary care and pet food.
10. The city supports the Greenbelt Volunteer Fire Department (GVFD) by setting funds aside each fiscal year. The purpose of these funds is to help fund equipment purchases for the GVFD.
11. The Spay and Neuter Clinic Agency Fund is for donations received for the purchase of supplies and equipment to perform cat and dog neuters at the shelter. This will reduce city cost for veterinary care for animals at the shelter, will allow development of a feral cat control program, and could allow extension of low cost spay and neuter services to the community.

	Balance FY 2018	FY 2019 Contribution	FY 2019 Debits	Balance 07/01/19	FY 2020 Estimated Contri.	FY 2020 Estimated Debits	Estimated Balance 07/01/20	FY 2021 Estimated Contri.	FY 2021 Estimated Debits	Estimated Balance 06/30/21
Recreation Department	\$10,623	\$1,946	\$0	\$12,569	\$1,000	\$0	\$13,569	\$1,000	\$0	\$14,569
Greenbelt CARES	1,010	0	(252)	758	0	(430)	329	0	(150)	179
Good Samaritan	1,806	640	(79)	2,367	350	(2,100)	617	400	(200)	817
Emergency Assistance	333	9,789	(9,722)	400	12,000	(11,500)	900	14,000	(13,000)	1,900
Adopt-A-Tree	1,775	600	(1,032)	1,343	2,500	(2,000)	1,843	1,000	(1,000)	1,843
Adopt-A-Bench	4,725	800	(359)	5,166	800	(400)	5,566	800	(400)	5,966
Drug and Evidence	53,790	828	0	54,618	2,000	0	56,618	2,000	0	58,618
Advisory Committee on Education	17,408	3,428	(4,000)	16,836	3,420	(4,000)	16,256	3,500	(4,000)	15,756
CARES - GRH Pet Assistance	1,833	0	0	1,833	0	(150)	1,683	0	(200)	1,483
Greenbelt Theater	0	250	0	250	100	0	350	100	0	450
Fire Department	440,773	120,000	(143,881)	416,892	120,000	(400,000)	136,892	120,000	0	136,892
Spay and Neuter Clinic	7,681	150	0	7,831	0	0	7,831	0	0	7,831

Green Ridge House is a city-owned apartment building for seniors. The 101-unit facility opened in 1979. About seventy-five (75) percent of the revenue to the facility comes from the U.S. Department of Housing and Urban Development Section 8 program and the balance comes from resident payments. No city funds are expended on Green Ridge House. The city contracts with Community Realty Company, Inc. (CRC) to manage the facility and grounds.

ACCOMPLISHMENTS

- Completed all three phases of modernizing both elevators.
- Installed a new main entrance canopy with the property name.
- Painted all fire doors, boiler room, meter room, trash rooms and all stairwells with a caution stripe on each step.
- Purchased new lobby furniture and conference room chairs for the management office.
- Installed new digital video recorder (DVR) for the community room television.
- Replaced windows as needed.

ISSUES & SERVICES

As a Section 8 complex, the rent charged to residents is subsidized by the federal government. In FY 2020, the market rent for a unit at Green Ridge House is \$1,297 per month. No rent increase is proposed for FY 2021.

The Community Resource Advocate (CRA) is the liaison between Green Ridge House management and city administration. The Service Coordinator focuses on resident case management.

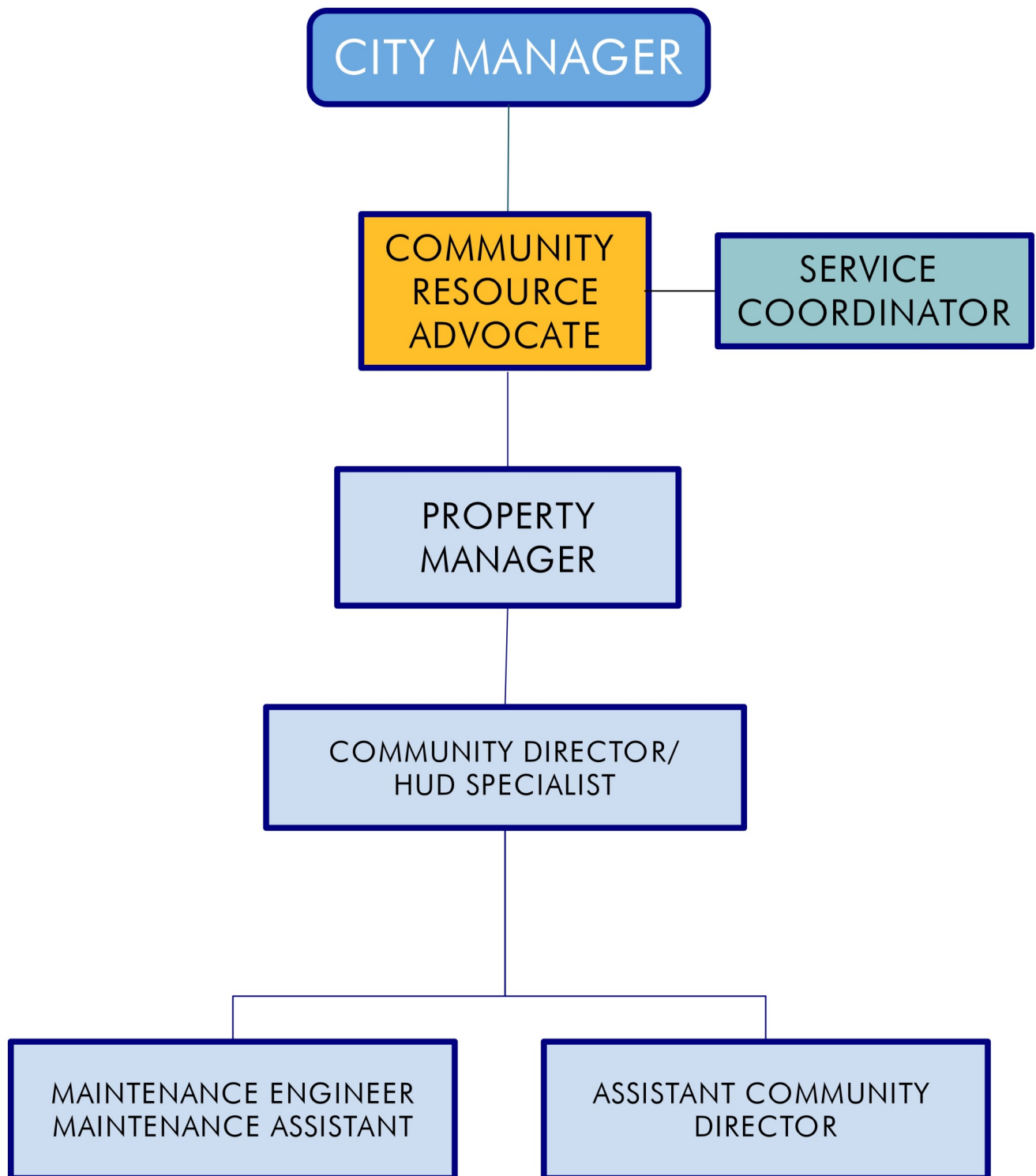
In response to the changing needs of residents, the city worked with Community Realty to pay for clinical counseling services in FY 2020, which continue in FY 2021.

Historically, parking has been a challenge, but the current parking lot configuration provides 55 spaces on-site with 47 permits issued for vehicles.

The building's roof has an estimated life expectancy of three years. Funding to replace the roof is included in the FY 2021 Budget. The city and Community Realty have discussed the feasibility of installing solar as part of this project, but a final determination has not been made yet.

BUDGET COMMENTS

- 1) Vacancy losses are higher based on the average of the last several years.
- 2) In FY 2021, Miscellaneous Administrative costs increase reflecting counseling services provided to residents (\$13,000). The cost of this service is billed to Community Realty in FY 2020. This arrangement continues in FY 2021.
- 3) Resident amenities are enhanced by replacing two computers (\$3,000) and increasing the social activities budget by \$5,400 to \$31,200 for FY 2021.
- 4) Service Contracts budgets for pest control and security camera services increase in response to residents' needs.
- 5) For FY 2021, proposed capital expenditures of \$263,600 include:
 - Apartment Renovations (\$10,000) - electric range and refrigerator replacements.
 - Building Improvements (\$173,700) - window replacements, patch, paint and repairs to building exterior and roof replacement.
 - Common Area Renovation (\$79,900) - new fitness equipment, replace hallway carpeting with vinyl flooring, additional camera to screen parking lot and upgrade system, paint the storage room, and tapered file folders for each resident's door to hold fliers, letters, and other pieces of correspondence.



Green Ridge House Budget

Fiscal Year 2021

	Actual FY 2018	Actual FY 2019	Budget FY 2020	Projected FY 2020	Budget FY 2021	Proposed FY 2021
Section 2 Revenue						
Rental Revenue						
Potential Resident Rent Income	409,097	453,182	404,800	478,200	424,430	424,400
HUD Potential Rent Subsidy	1,090,147	1,046,452	1,094,400	1,133,200	1,147,534	1,147,500
Vacancy Loss	(26,855)	(59,170)	(11,000)	(80,400)	(44,013)	(44,000)
Employee Units	(10,255)	(14,844)	(14,800)	(15,600)	(15,564)	(15,600)
Ending Prepaid Rent	-	-	-	-	-	-
Ending Delinquency	-	-	-	-	-	-
Total Rental Revenue	1,462,134	1,425,620	1,473,400	1,515,400	1,512,387	1,512,300
Other Revenue						
Late Fees	-	84	300	100	300	300
Laundry Income	3,581	3,397	3,200	3,400	3,200	3,200
Tenant Damages Fees	838	1,182	-	900	-	-
Interest Income - Checking	36	182	100	200	100	100
Miscellaneous Income	8	-	200	-	375	400
Total Other Revenue	4,463	4,845	3,800	4,700	3,975	4,000
Total Revenue	1,466,597	1,430,465	1,477,200	1,520,100	1,516,362	1,516,400
Section 3 - Operating Expenses						
Administrative						
Management Fees	66,086	64,556	67,100	68,400	68,236	68,200
Bank Fees	569	170	400	500	500	500
Computer Services	13,898	11,516	9,500	10,100	13,680	13,700
Educational Training	424	1,162	1,000	500	3,766	3,800
Social Activities	22,715	24,756	25,800	23,500	31,210	31,200
Legal Fees	15,259	1,375	5,000	-	5,000	5,000
Miscellaneous Administrative	34,661	33,535	42,200	18,200	54,495	54,500
Credit Reports	1,077	3,515	1,100	1,100	1,140	1,100
Office Supplies	12,810	14,374	15,500	9,800	15,794	15,800
Postage	207	56	400	300	350	400
Professional Fees	-	270	200	200	230	200
Audit Fees	9,000	9,360	9,500	9,500	9,500	9,500
Office Equipment Rental	-	-	-	-	-	-
Uniforms	130	-	-	-	-	-
Misc. Operating Expense	11,079	13,337	5,100	3,400	8,500	8,500
Advertising and Promotion	-	-	1,000	100	1,000	1,000
Cable/Internet/Phone	17,202	17,329	17,600	17,800	17,981	18,000
Interest on Security Deposits	427	419	500	1,300	-	-
Total Administrative	205,544	195,730	201,900	164,700	231,382	231,400

Green Ridge House Budget

Fiscal Year 2021

	Actual FY 2018	Actual FY 2019	Budget FY 2020	Projected FY 2020	Budget FY 2021	Proposed FY 2021
Section 4- Payroll						
Salaries	263,076	280,809	293,300	286,900	299,789	299,800
Payroll Taxes	20,689	21,723	26,000	21,900	26,981	27,000
Temporary Help	-	-	500	-	\$500	500
401K Contribution Match	-	-	14,400	14,400	-	-
Employers 401K Expense	3,394	4,204	3,300	300	4,676	4,700
Total Payroll	287,159	306,736	337,500	323,500	331,946	332,000
Section 5 - Utilities						
Electricity - Common Area	53,087	49,905	67,100	69,300	72,088	72,100
Electricity Vacant Units	499	706	700	1,600	1,600	1,600
Water & Sewer	64,447	59,521	65,000	70,800	73,636	73,600
Gas - Common Area	28,096	22,531	25,900	26,000	27,007	27,000
Total Utilities	146,129	132,663	158,700	167,700	174,331	174,300
Section 6 Service Contracts						
Elevator Contract	7,215	6,254	9,700	6,400	10,870	10,900
Exterior Landscaping Contract	38,329	33,996	42,600	29,600	42,580	42,600
Fire & Life Safety Contract	1,843	16,294	10,100	3,900	10,225	10,200
Contract Cleaning	37,710	44,578	43,900	37,400	43,900	43,900
Access Control	2,769	4,552	3,300	2,500	8,860	8,900
Pest Control Contract	2,351	2,793	3,100	3,100	4,364	4,400
Trash Removal	12,092	10,152	10,300	10,600	12,436	12,400
Total Service Contracts	102,309	118,619	123,000	93,500	133,235	133,300
Section 7 - Insurance						
Employee Health Insurance	15,419	17,670	14,400	24,700	26,925	26,900
Worker's Compensation	4,357	2,846	2,600	3,000	3,235	3,200
Multi Peril Insurance	943	59,616	58,500	61,200	64,092	64,100
Flood Insurance	-	-	1,000	1,000	1,046	1,000
Fiduciary Liability	277	164	300	100	145	100
Other Insurance	18	-	-	-	-	-
Excess Liability	2,573	2,713	2,700	2,600	2,702	2,700
3rd Party Liability	349	365	400	400	375	400
Total Insurance	23,936	83,374	79,900	93,100	98,520	98,500

Green Ridge House Budget

Fiscal Year 2021

	Actual FY 2018	Actual FY 2019	Budget FY 2020	Projected FY 2020	Budget FY 2021	Proposed FY 2021
Section 8 - Maintenance						
Electrical	2,187	2,350	4,200	3,200	4,160	4,200
HVAC	12,998	27,775	19,000	30,300	18,818	18,800
Misc. Maintenance	2,768	5,459	4,200	4,100	6,000	6,000
Pavement and Grounds	-	5,310	5,000	-	5,000	5,000
Plumbing	6,764	8,183	12,000	600	11,983	12,000
Snow Removal	8,795	13,415	10,000	7,000	10,000	10,000
Repairs Covered by Insurance	-	-	-	-	-	-
Reimburse. from Insurance Claims	-	-	-	-	-	-
Replacement Units & Parts	19,701	18,404	16,800	18,900	18,500	18,500
Redecoration Costs	-	-	-	-	-	-
Painting - Public Space	22,165	270	25,000	22,600	25,000	25,000
Appliance Maintenance	728	-	-	2,600		
Floor Repairs	-	-	-	-	-	-
Roof Repairs	-	1,347	25,000	25,000	12,500	12,500
Janitorial Supplies	4,108	5,070	3,000	5,700	3,000	3,000
Expense Reimbursement	(5)	(7,114)	-	-	-	-
Total Maintenance	80,209	80,469	124,200	119,900	114,961	115,000
Section 9 - Turnover Costs						
Apartment Painting	7,505	9,185	10,300	14,400	10,360	10,400
Carpet Cleaning	5,035	6,180	20,200	4,800	20,150	20,200
Apartment Cleaning	1,740	765	4,800	1,600	4,050	4,100
Total Turnover Costs	14,280	16,130	35,300	20,800	34,560	34,700
Section 10 - Taxes & Reserves						
Hazard/Property Ins. Escrow	(11,812)	-	-	15,000	-	-
MIP Escrow	(31,094)	-	-	-	-	-
Mortgage Escrow	(7,021)	-	-	84,300	-	-
Replacement Reserves	(655,995)	330,000	330,000	330,000	330,000	330,000
Residual Receipts	(4,295)	-	-	-	-	-
Personal Property Tax	-	-	-	-	-	-
Real Estate Tax	94,716	96,000	96,000	96,000	96,000	96,000
Insurance Escrow	56,049	-	-			
Misc. Tax and License	14,918	14,586	15,200	14,600	15,220	15,200
Total Taxes & Reserves	(544,534)	440,586	441,200	539,900	441,220	441,200
Debt Service						
Mortgage Payable Current	105,470	-				
Principal	-	-	-	-	-	-
Interest	1,915	-	-	-	-	-
Total Debt Service	1,915	-	-	-	-	-
Total Operating Expenses	316,947	1,374,307	1,501,700	1,523,100	1,560,155	1,560,400
Revenues/Expenditures Favorable/(Unfavorable)	1,149,650	56,158	(24,500)	(3,000)	(43,793)	(44,000)

Green Ridge House Budget

Fiscal Year 2021

	Actual	Actual	Budget	Projected	Budget	Proposed
	FY 2018	FY 2019	FY 2020	FY 2020	FY 2021	FY 2021
Section 11 - Capital Expenditures						
Apartment Renovations	11,720	3,942	10,000	-	10,000	10,000
Building Improvements	57,598	318,478	301,300	301,300	173,655	173,700
Carpet	854	5,694	-	3,600	-	-
Common Area Renovations	165,625	114,466	37,200	18,800	79,850	79,900
Consultant Fee	2,000	3,990	-	-	-	-
New Equipment	-	3,081	-	600	-	-
TOTAL CAPITAL EXPENSES	237,797	449,651	348,500	324,300	263,505	263,600